

REQUEST FOR FEE EXEMPTION
LIMITED CRIMINAL HISTORY INFORMATION

CUSTOMER ID #

(PLEASE TYPE ALL INFORMATION)

Agency Name

Mailing Address (**where this response and the LCH responses will be sent**)

City, State, Zip Code

Phone

Attention

REASON FOR REQUEST
PER IC 10-13-3-36

(Check area that applies to your agency)

- ☐ A. Has been existence for 10 years and has a primary purpose of providing an individual relationship for a child with an adult volunteer if the request is made as part of a background investigation of a prospective adult volunteer for the organization; (i.e. Big Brothers & Big Sisters).
- ☐ B. Home Health Agency (copy of license has been issued and on file with the Indiana State Police).
- ☐ C. Department of Public Welfare Day Care/Foster Home Licensing or license.
- ☐ D. School Corporation, Non-Public School or Special Education Cooperative (Kindergarten through Grade 12).
- ☐ E. Community mental retardation and other developmental disabilities center, for purposes of IC 12-29. (Copy of CARF Certificate must be submitted)
- ☐ F. Group living facility licensed under IC 12-28-5.
- ☐ G. An area agency on aging designated under IC 12-10-1.
- ☐ H. Community action agency (as defined in IC 12-14-23-2).
- ☐ I. Owner operator of a hospice program licensed under IC 16-25-3.
- ☐ J. Community mental health center (as defined in IC 7-2-38).

WARNING – PENALTY FOR MISUSE

A non-criminal justice organization or individual receiving a limited criminal history may not utilize it for purposes other than those stated in the request or which deny the subject any civil right to which the subject is entitled. IC 10-13-3-27: Any person who uses limited criminal history for any purpose not specified in the request commits a Class A misdemeanor offense. I affirm, under penalty of perjury, that the Limited Criminal History Information requested will be used as specified.

Authorized Signature of Requesting Agency

Date

Mail request and license if applicable to:

Indiana State Police, Central Records
Attn: Kenneth O'Hare
100 N. Senate Avenue, Room N302
Indianapolis, IN. 46204-2259